

# **CONSTITUTION AND BY-LAWS**



**Central Canada  
Oil Scouts'  
Association**

# *List of Officers*

## CENTRAL CANADA OIL SCOUTS' ASSOCIATION

as at July 1, 1956

President.....K. G. Green

Vice-President.....R. M. Worthington

Secretary.....C. L. Fiesel

Treasurer.....R. J. Woolley

Editor.....F. L. Woolley

Co-Editor.....P. Christiansen

**CONSTITUTION  
AND  
BY-LAWS**

**OF THE**

**Central Canada  
Oil Scouts'  
Association**

**Dated, July 1, 1956**

# CONSTITUTION

The name of this organization shall be The Central Canada Oil Scouts' Association.

## ARTICLE I

### Purpose:

- (1) The Central Canada Oil Scouts' Association is a non-profit organization primarily interested in the provinces of Saskatchewan and Manitoba, and shall deal with other provinces or states only in so far as they have a direct bearing upon the oil industry in these two provinces. The purpose of the organization is:
  - (a) To secure complete, accurate, and timely information about exploration and development activities relating to the oil industry.
  - (b) To provide for the distribution and complete exchange of information at a weekly Scout Check.

## ARTICLE II

### Membership:

- (1) Membership is open to all oil companies doing business in Saskatchewan or Manitoba which are able to furnish a suitably qualified oil scout. The scout will be responsible for gathering information from an area assigned to him, and/or any specific assignment by the Association, and he should be familiar with phases of exploration and/or production methods of the oil industry.
- (2) Formal application for membership must include a copy of the Constitution signed by an authorized representative of the oil company, and a letter stating the willingness of the company to abide by

the Constitution and By-Laws of the Association. Formal application must be subscribed by two member companies in good standing and must be approved by a closed vote of a two-thirds majority of those voting at a regular meeting of the Association at that time designated by the President of the Association.

- (3) Applicants for membership should contact the President of the Association at least two weeks before application is made to the Association.
- (4) Each company's membership qualifications and/or its representative will be subject to review by the Association at the written request of any member in good standing. If it is found that the company's membership and/or representative is undesirable on the basis of the aforesaid review, a maximum penalty of expulsion may be imposed.
- (5) Any company which is eligible for membership in the C.C.O.S.A., and whose application for same is refused, may not again apply until a further period of 120 days has elapsed from the date of such application being rejected.

### ARTICLE III

#### Officers:

The Officers of this Association shall be a President, a Vice-President, a Secretary, a Treasurer, an Editor and a Co-Editor.

### ARTICLE IV

#### Executive Committee:

- (1) The Officers of the Association shall constitute an Executive Committee.

- (2) The Executive Committee shall restrict itself to the business of the Association between regular meetings unless given special power through an open vote at a regular meeting of the Association.

## **ARTICLE V**

### **Advisory Committee:**

An Advisory Committee, representing management, of five members may be appointed. Appointment to be made by the Executive Committee upon recommendation of the membership.

## **BY - L A W S**

## **ARTICLE VI**

### **Voting:**

- (1) The election of officers will be conducted by secret ballot. A company shall be entitled to one vote regardless of how many scouts are employed. A syndicate composed of two or more companies, but carrying on operations in Saskatchewan or Manitoba through one principal office, shall be entitled to one vote only.
- (2) The election of committee members and regular business will be conducted by an open vote except in those places otherwise indicated by the Constitution.
- (3) The Constitution and By-Laws of the Association may be amended or altered at any regular business meeting upon a motion of which written notice signed by the member presenting the same shall have been given to the Secretary at least two weeks previously. Such amendment

or alteration shall become effective if carried by a two-thirds majority of those voting.

- (4) Verbal proxy voting will not be allowed. A proxy vote submitted in writing to the President before the official opening of a regular meeting of the Association will be permissible.
- (5) The routine and normal operating business of the organization shall be carried on at any regularly scheduled meeting if there is a quorum of two-thirds of the members in good standing present. A simple majority vote shall carry in all cases not otherwise provided for.
- (6) In a vote concerning the suspension of a member, a two-thirds majority of those voting shall be required to carry, and in all such cases the interested member shall not participate in the voting.

## **ARTICLE VII**

### **Duties of Officers:**

#### **(1) President:**

- a) To act as official spokesman of the organization.
- b) To preside over all business meetings of the Association and to enforce all provisions of the Constitution and By-Laws, and rule on points of order.
- c) To manage the business of the Association between meetings and to conduct the business of the Association whenever individual action is required.
- d) To call special meetings of the Association or Executive.

- e) To call and preside over a monthly meeting of the Executive of the Association.
- f) To act as an ex-officio member of all committees.

(2) Vice-President:

- a) To act in the capacity of "Bull Scout", and to preside over all check meetings of the Association.
- b) To assist the President in all matters and to perform the duties of that office in his absence.
- c) To allocate and assign scouting districts and/or specific assignments to members of the Association.
- d) To see that each assignment is thoroughly covered and that each member contributes his part towards an equitable interchange of information.

(3) Secretary:

- a) To record and preserve the minutes of each business meeting of the Association and to handle all outside correspondence as directed by the Association.

**Note:** The Secretary will have no assigned area or field duties.

(4) Treasurer:

- a) To collect Assessments for the Association and to disburse funds in payment of all obligations contracted by the organization.
- b) To render quarterly accounts of the financial status of the Association at the first business meeting in January, April, July and October of each year.



- c) To submit an audited statement of the Association's financial status upon relinquishing office.
  - d) To report the names of all members who are in arrears and the amounts owing by them.
- (5) Editor:
- a) To attend meetings of the Executive Committee and to compile an annual report for the year book.
- (6) Co-Editor:
- a) To assume the duties of Editor automatically upon expiration of that officer's term.

## **ARTICLE VIII**

### **Executive Committee:**

- (1) The Executive Committee shall handle and manage all the affairs of the Association between regular meetings.
- (2) Shall investigate qualifications of applicants for membership and alleged infringements of the regulations of this Association. This information should be placed before the Association at a regular meeting before any action is taken.
- (3) The President, Secretary and Treasurer on the Executive of the Association are empowered as signing authorities for cheques issued by the Association, and the signature of two out of the three officers so empowered will be valid.

## **ARTICLE IX**

### **Election of Officers:**

- (1) The election of Officers will take place semi-annually at the last meeting in June and the last meeting in December of each year.

- (2) Elections for the office of Co-Editor will be held yearly and he will serve from July 1 to June 30th of the following year.
- (3) There will be no restriction on the length of the term of office of the Secretary of the Association should he be re-elected at the end of a normal term.
- (4) Elected officers shall not hold the same office for more than two consecutive terms except as otherwise provided above.

## **ARTICLE X**

### **Dues:**

The assessment of the members of this Association shall be set by a vote of the Association members, and payable at a time specified by the Association. The assessment shall cover all ordinary business expenses of the Association.

## **ARTICLE XI**

### **Assignments:**

- (1) Saskatchewan and Manitoba will be divided into subdivisions which will be assigned as "areas" to be scouted by individual members of the Association. The outline of these areas may be changed or two or more areas combined, or any area discontinued, to correspond with drilling activity. Announcement of any change in area outline will be made at a regular meeting before areas are re-assigned. Areas and other duties will be assigned in so far as possible to give a fair distribution of effort.

- (2) Each representative shall be responsible for information on every well and, in so far as feasible, all land and leasing and other activity relative to the oil business in his area.
- (3) If for any reason a representative cannot scout a district and/or other duty assigned to him, he must advise the Vice-President or Secretary not later than the Monday morning preceding the next check meeting in order to be relieved of the responsibility.
- (4) When a representative is on regular company vacation his substitute will not be responsible for his area or other duty except in cases of emergency.
- (5) New areas or duties will be assigned every two months. This term may be changed at the discretion of the Central Canada Oil Scouts' Association.
- (6) Information released through check is not to be treated as coming from any one individual, but should be quoted as coming from the check.

## **ARTICLE XII**

### **Obligation of a Scout and his Company Towards the Check:**

The Scout should aim at getting a reputation for reliability and accuracy. He should never knowingly dispense information of an untrue or doubtful character. No company represented in this Association shall furnish information on matters other than its own operations to any newspaper, trade journal, publication or to non-members. A scout may not have more than one

employer without making it known to the Association who his other employers are.

## ARTICLE XIII

### Release of Information:

Every member of this Association shall give the following information to the Association at its weekly Scout Check:

(1) Wells: Currently

Operating Company.

Exact Well Name.

GR and KB.

Farmouts (farmee, farmor).

Location (with co-ordinates).

Spudding, completion dates, to include rig release, suspension, abandonment and commercial production dates.

Contractor and rig number.

Surface casing, depth and cement.

Production casing, depth and cement.

Depth or horizon to which well is to be drilled as shown on drilling license.

Classification (Lahee).

Well completion shall be considered the date of drilling rig release.

A listing of various types of logs and surveys run.

(2) Wells: Latterly

Every member of this Association shall give the following information to the Association not later than two weeks after the information is obtained except as noted:

Sample Tops.

E-Log Tops.

Complete Number Drill Stem  
Tests.

Cored Intervals, type and re-  
covery.

Perforations and type including  
interval and number of shots.

Formation Treatment.

Production tests and other perti-  
nent information.

(3) Exploration:

Geophysical Crews and Type, Core  
Drilling Crews, and Surface Parties,  
giving:

Location, giving township and  
range of previous weeks work  
(excepting Surface Parties).

Party number.

Commencement and Termination  
Date.

Contractor's number.

Party Chief.

Headquarters.

(4) Initial Potential/Production  
Reports:

Complete I.P. test covering a mini-  
mum 24-hour period but preferably  
a 5-day period, stating whether well  
is pumping or flowing, giving total  
fluid recovery in barrels, minus  
basal silt and water cuts given as  
a percentage whereby the balance  
of the fluid recovery is then under-  
stood to be the net oil recovery on  
the test (e.g. 100 BFPD less 2%  
B.S.&W.), size of choke, length of  
test, gravity of oil and date well  
was placed on production.

## **(5) Logs:**

Logs run on wells are to be released for reproduction within the time provided for and be made available for distribution to all members of the Association as follows:

### **Wildcat Discovery—**

Well logs and samples on new wildcat discoveries will be released by the operator within a maximum time of **six weeks**, from date of rotary rig release.

### **First and Second Follow-ups—**

Well logs and samples on tests drilled as first and second follow-ups to a wildcat discovery well, will be released within a maximum time of **four weeks**, after date of rotary rig release.

### **Abandoned Wildcats—**

Well logs and samples on wildcat wells that when completed are classified as dry and abandoned will be released within a maximum time of **four weeks** after date of rotary rig release.

### **Development Wells—**

Well logs and samples on development wells will be released within a maximum time of **two weeks** after date of rotary rig release.

## **ARTICLE XIV**

### **Tight Holes:**

- (1) Every company desirous of drilling a tight hole, shall apply to the Association for "Tight Hole Classification" before the well is spudded. Tight Hole Classification if granted, shall entitle the company applying to withhold information for a period of time longer than allowed in Article XIII, Sub-section (3) and (5) above.
- (2) Should an unforeseen situation present itself while a well is drilling, the operating company may request in writing a longer period of time before releasing information than allowed in Article XIII, (3) and (5). This request shall be called an "Application for Extension", and shall be discussed and voted on during a regular business meeting of the Association. If the extension is granted, the Company will not be considered as violating the Constitution, provided information is made available to member companies on the date agreed upon.

## **ARTICLE XV**

### **Suspension of Members:**

- (1) Any member found furnishing Association information to a suspended company shall be suspended.
- (2) Any company violating any of the rules, regulations, or provisions of the Constitution as set out herein, shall be liable for suspension.
- (3) Re-instatement of membership will be at the discretion of the Association. Should any "time penalty" be enforced

by the Association in connection with suspension, such penalty will come into effect as from the date of infraction.

## **ARTICLE XVI**

### **Exchange of Information:**

- (1) No member of this Association is permitted to trade or give information received in the Scout Check with a company not a member of the Association. However, any company may trade its own information as it sees fit. Companies should endeavor to have their farmeers agree to the release of information to the Scout Check.
- (2) A company is required to release information to the Check before it is released to newspapers or trade journals.

## **ARTICLE XVII**

### **Conduct of the Scout Check:**

- (1) The Check is a meeting to exchange correct information. If a scout has information to give, he should speak out. Private conferences during the meetings, or garbled or mumbled data, will not be tolerated. If questionable or erroneous information is given out, it is the duty of any scout questioning the information or knowing the correct information to speak out. The "Bull Scout" is expected to maintain the order and efficiency of the Scout Check.
- (2) Information should be given in the following order:
  - (a) Exploration:  
Geophysical Parties  
Alphabetically by company.



Whether Seismic, Gravity or  
Magnetometer.

Name of Contractor and Crew  
Number.

Party Chief.

Headquarters.

Description of townships being  
prospected.

Core Drilling Parties (similar to  
Geophysical Parties).

Surface Parties (similar to Geophy-  
sical Parties).

(b) New Locations and First Reports  
Company.

Exact Well Name.

Location (adding co-ordinates).

Drilling Contractor and Rig Num-  
ber.

Ground Elevation and K.B. Eleva-  
tion.

Spudding Date.

Surface casing and cement.

Classification: — wildcat, strati-  
graphic test, field well, etc.

Horizon to which the well is to be  
drilled and anticipated comple-  
tion depth.

Farmout, Community Deal, etc.

(c) Well Check

Using the Lahee system of well  
classifications, those wells classified  
as development wells will be carried  
in the field division, and all other  
classifications will be carried in the  
exploratory or wildcat division.

Fields will be carried in alphabetical  
order and the exploratory or wild-  
cat wells will be arranged in se-  
quence from East to West, tier by  
tier.

eg. Lsd. 16-10-1-1-W1st  
Lsd. 8-11-1-1-W1st  
Lsd. 16-36-1-27-W1st  
Lsd. 5-30-2-27-W1st

Current Depth.

What the rig is doing, time of last report.

Drilling remarks.

Sample Tops.

Cores:

Number and type.

Interval cored.

Amount recovered.

Drill stem tests:

Complete drill stem tests including interval, duration of test, shut in time, gas blow if any, time to surface and rate, recovery in feet, and pressures together with all other pertinent information relating thereto.

Acidization.

Perforation.

Production in barrels.

(d) General Interest

Rumoured Locations.

Land Information, etc.

(e) Business Meeting.

SIGNED

..... APPLICANT

..... SPONSOR

..... SPONSOR

# *Membership*

## CENTRAL CANADA OIL SCOUTS' ASSOCIATION

Company	Representative
Amerada Petroleum Corporation.....	A. S. Tapp
Anglo American Exploration Limited.....	R. J. Woolley
The British American Oil Company Limited.....	{ L. A. Sylvestre R. M. Worthington
Canso Oil Producers Limited.....	R. Hugo
California Standard Company.....	F. L. Woolley
Canadian Devonian Petroleums Limited.....	C. L. Fiesel
Canadian Superior Oil of California Ltd.....	K. G. Green
Hudson's Bay Oil & Gas Co. Ltd.....	Wm. Galloway
Husky Oil and Refining Ltd.....	J. Malo
Imperial Oil Limited.....	{ P. Christiansen H. W. MacAlister
L-M Oil Company Ltd.....	J. A. Hobson
Mobil Oil of Canada Limited.....	G. Tettensor
Phillips Petroleum Company.....	G. Samson
Royalite Oil Company Limited.....	{ R. J. Christie J. F. Walton
Shell Oil Company Limited.....	{ P. A. Beauchemin J. Bray J. D. McNeil
Sohio Petroleum Company.....	A. R. Long
Sun Oil Company.....	J. Steedman
Texaco Exploration Company.....	A. S. Repka
Tide Water Associated Oil Company.....	J. K. Sellers
Western Leaseholds Limited.....	J. A. Waddell

